

Personnel Committee

Agenda

Wednesday, October 8, 2014, 6:00 PM

1. Departments 400 and 418, Fund 1000 Benton County Sheriff/Jail

a. Department 400

- i. Add one (1) Sergeant (grade 15) and one (1) Detective II (grade 14). Delete two (2) detective I's (grade 13)
- ii. Add four (4) Corporal's (grade 13) and delete four (4) Deputy III's (grade 13)
- iii. Wage Adjustment Request (four positions)

b. Department 418

- i. Add part-time Jailer line to Schedule 4 and Department budget
- ii. Add four (4) Corporal positions (grade 13) and Delete four (4) Jailer III positions (grade 13) no change in budget

2. Department 0113, Fund 1000, Accounting and Human Resources

- a. Add one (1) Payroll Manager (grade 17) and delete one (1) Assistant Human Resources Manager (grade 18)
- b. Add one (1) Coordinator of Training and Benefits (grade 15)
- c. **Correct range for Comptroller (non-graded)**

3. Department 0115, Fund 1000, Information Technology

- a. Add one(1) Systems Analyst (grade 15)
- b. Add one (1) Procurement and Inventory Coordinator (grade 14)
- c. Change in Job Title: Change Information Coordinator to Media Coordinator

4. Department 0416, Fund 1000, Prosecuting Attorney

- a. Add one (1) Legal Secretary II (grade 8)

~~5. Department 0111, Fund 1000 County Building Services~~

- ~~a. Wage Adjustment Request (one position)~~

6. Department 0501 Emergency Communications

- a. Add three (3) Public Safety Dispatcher II's (grade 8)

7. Department 0200, Fund 2000, Road Department

- a. Add one (1) Assistant Road Superintendent (grade 15) and delete one (1) Foreman (grade 11)

8. Addition to Employee Policy Manual

- a. Add language to allow for moving expenses for new hires.

9. Department 0403, Fund 1000, Circuit Court, Div. IV, Judge Scott

- a. Add one (1) part-time, Legal Secretary/Court Orders Clerk (grade 7)